

**PARKS AND RECREATION
ADVISORY BOARD WORK SESSION
April 23, 2014**

The meeting was called to order by Chairman Blair Culpepper at 12:00 p.m. at the Winter Park Community Center in conference room C.

Advisory Board Members present:

Chairman Blair Culpepper
Vice Chairman Woody Woodall
Janet Atkins
Michael Palumbo
Marni Spence
Fred Jones (arrived at 12:06 p.m.)

Staff present:

Assistant Director Brenda Moody
Assistant Director Ronald Moore
Assistant Director Chuck Trice
Recording Secretary Nancy McLean

Advisory Board Members absent:

Joel Roberts

Staff absent:

Director John Holland

Guests:

Joyce Moore, Habitat for Humanity, Jeanne Sprimont, John King and members of the Sidewalk Art Festival and Patrick Chapin, Winter Park Chamber of Commerce

Discussion:

a) Rules and Standards for Rate Adjustments

Assistant Director Brenda Moody commented that the City Commission requested that the Parks Board review items on the Rules and Standards for Rate Adjustments Policy along with other events and provide recommendations as to which events should be added or removed from the list.

The Board discussed whether or not the following groups should be added to the ongoing fee waiver list although no action was taken.

1. Winter Park Sidewalk Art Festival Committee.

a. Sidewalk Art Festival Artist Party – Saturday Night Farmers Market - \$1060.

b. Sidewalk Art Festival art event – Sunday during the day Farmers Market \$1060

2. Winter Park Day Nursery – Annual Fundraiser – Friday or Saturday Night – Civic Center - \$2240

3. Winter Park Chamber of Commerce

a. Taste of Winter Park – Farmer’s Market Wednesday all day/evening - \$900

b. Autumn Art Festival – Farmer’s Market Saturday Night \$1060

4. Crealde School of Art Fundraiser – Saturday Night Community Center \$1,200

5. Habitat for Humanity Winter Park-Maitland - Azalea Lane Rec Center \$240
Homeowners social- family reunion

6. CRA EVENTS:

- a. Valentine Concert- Swingerhead. Have been getting commission approved ½ waiver \$825. Saturday Central Park.
- b. St. Patrick's Day Parade Events Central Park Stage Area Saturday \$550.
- c. Popcorn Flicks, Monthly - \$6,600
- d. Ice Rink – 55 days November – January \$30,250

The board recommended establishing criteria in order for fee waivers to be approved, this included: a standard application with a refundable deposit, submitting applications 90 days in advance, allowing weekend waivers, having non-profit status requirements for any new requests, address the event type and require that the group is Winter Park based.

There was consensus from the board to schedule another work session to discuss this item. Marni Spence suggested inviting the City Commissioners and City Manager to the next work session. She believed that they could give the parks board more guidance on this matter.

b) Policy Review: Civic Center, Community Center (rentals), Farmers Market Building and Saturday Market

There was consensus from the board to move item b) to the regular meeting at 1:00 p.m. Janet Atkins had concerns with facilities being rented for the entire day on weekends rather than per hour. Ms. Moody explained that will be revisited on the next fee schedule in October.

Next Meeting – May 28, 2014 @ 3:00 p.m., Parks Tour

The meeting adjourned at 1:10 p.m.

Nancy McLean
Recording Secretary